



Journal of Educational Studies

Faculty of Humanities, Social Sciences and Education

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INFORMATION TO CONTRIBUTORS

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FREQUENCY OF PUBLICATION: Four issues a year

EDITORIAL POLICY

JES is a scholarly, peer-reviewed accredited journal that seeks the submission of unpublished articles on current educational issues. It encourages debate, both theoretical and practical, on a wide range of educational topics that represent a variety of interdisciplinary, cross-disciplinary and trans-disciplinary interests. JES is interested in attracting submissions which exhibit innovative diverse research paradigms, methods and approaches. The Journal seeks to arouse reader's interests and stimulate debate on education and transformation with respect to education in its broadest sense, and to be accessible to the broad readership of the education community. What is of particular interest to the Journal are manuscripts that seek to contribute to the challenges facing primary, secondary and higher education on the African continent as well as in broader international and global contexts.

The journal is cognisant of the need for capacity building in the area of scholarly writing and publication among novice writers. It is also committed to the acceleration and development of capacity among marginalised groups, including those from developing countries, with particular emphasis on Africa.

SUBMISSION OF ARTICLES

JES invites submissions in the following categories:

Research articles: between 5 000 and 8 000 words on current educational issues

Reviews and review articles: critical, evaluative reviews of professional books, texts and other instructional resources of a maximum of 3 pages.

Conversations about research practice: dialogue on critical issues in the research process

Brief reports and summaries: short reports on any aspect of theory and practice in academia.

PEER REVIEW OF MANUSCRIPTS SUBMITTED TO JES

All articles published in the journal are subjected to a rigorous blind peer-review process, sometimes reviews take long but we strive to have these done in no more than two months. Authors will be informed of the editor's decision on receipt of all the peer review reports.

SUBMISSION REQUIREMENTS

Authors should submit their articles with a letter confirming that their article is original work, does not violate any contractual agreement and has not been published or is not under consideration for publication elsewhere. A copyright agreement must also be signed and returned to the journal editor.

Papers are considered for publication provided that:

- The work is original
- The copyright of the work *is* transferred to JES (on acceptance for publication).
- The work has not been previously published and is not under consideration for publication elsewhere (in selected cases, this condition may be waived)

- The manuscript conforms to the APA publication manual for referencing
- The author has secured the permission of all named co-authors, and have agreed on the order of the names for publication
- The author has secured all permissions for the reproduction of original or derived material from a copyright source
- The author(s) subscribe(s) to JES or pay page fee for accepted paper (a subscription form is attached for your convenience).
- The language and content of papers is non-sexist, non-racist and is not offensive to other cultural groups.
- The paper has been edited by a professional language editor.
- The paper has been subjected to turn-it-in.
- The author should submit three possible reviewers, two should be local and one must be international.

The notion that 'man' is a generic term which includes women is now unacceptable; thus when reference is to both sexes, 'man' and 'men' should be avoided. Alternatives are 'person', 'people', 'human beings' or 'men and women'. The use of 'he' and 'him' can be avoided in most cases by using the plural forms 'they' or 'their'. Examples of non-sexist formulations are:

- The child ... she Children ... they
- Man's achievementsHuman achievements, people's achievements

The editor reserves the right to make editorial changes in any manuscript accepted for publication to enhance clarity or conformity with journal style.

NB: Not more than two articles per year may be published from one author/co-author.

PRESENTATION

Authors should submit their articles to this address: Jes@univen.ac.za. The full **title** of the article should be supplied on the title page. The article should be typed in Aerial in 12-point font size, in double-spacing (including all notes and references), on one side of the

paper only, and be between 5 000 and 8 000 words in length (including references, and notes). All photographs or figures must be clearly printed originals – no fill or grey shading may be used. You may use endnotes (no footnotes may be used), and these should be restricted to three per article. Indicate clearly in which format they were generated. Do not attempt layout. All notes should be kept to a minimum and appear at the end of the article before the list of references. Please supply typed captions including sources and acknowledgements.

A structured **Abstract** of 150-200 words in length, covering the main factual points and statement of objective or problem, method, results and conclusions, should accompany an article plus a list of about five to six **keywords** for abstracting and indexing services.

Abstracts are an important part of scholarly publications for a number of reasons, two of which are critical. First, they provide an opportunity for readers to get a sense of what the paper is about and whether or not it is worth their while to continue reading the paper. They therefore provide an opportunity to make the best impression to the reader.

Secondly, abstracts are often indexed separately from the main articles to provide summaries of the latest findings and methodological approaches in research. The more well written they are, the better chance your research may be profiled among the significant contributions to knowledge.

Good abstracts should therefore include, but not necessarily indicating the following as subheadings:

- A brief background, for example, authors might write; the persistent poor performance and non-completion of degree programmes among students from low income households is well documented but inadequately researched
- A strong statement why authors need research in this area. This could be stated as follows: the continued poor performance and non-completion of degrees by

students from low income household is an indictment on the efforts by government to establish a just and equitable society...

- A statement of the objectives of the paper. For example authors could write; the paper has three main objectives around the need to; a)... b)... and c)...
- A statement depicting the theoretical perspective. For example, authors might write, the paper utilises a social justice theory by Fraser in which four dimensions of equality, equity, access and quality are highlighted as key to contributing towards socially just societies
- A statement on the methodological approach should then be included. For example, authors might write: immersed in the qualitative paradigm, and based on the need to explore factors which contribute to poor academic performance and non-completion of degrees by students, 50 students whose parents receive social grants were interviewed using in-depth interview approaches to capture their stories and experience of learning in a university with a proud record of widening participation.
- A statement of the findings. For example, authors might write; findings from this study are presented in three sections relating to the three sub questions. Overall, they indicate lack of support at multiple levels of learning, dissonance between the students' expectations and experience of Higher education; and ...
- A statement of key implications for practice, policy and further research, highlighting the significant contribution of the study.
- The abstract must not exceed the word limit and must end with a carefully selected set of key terms.
- For conceptual research, key elements are generally similar but with emphasis placed on the core argument you are making, how you will develop the core argument and the theoretical and conceptual tools you will use, the conclusions you arrive at and the implications of your argument to policy, practice and further research.

Language editing: Include the name, qualifications, address and telephone number of the person who did your language editing with a covering letter from the same person indicating that this process has been concluded satisfactorily.

The final version should be supplied with short biographical **details of each author** on the **first** title page, as well as the name, mailing address, telephone and facsimile numbers, e-mail address, and affiliation and country of each corresponding author at the time of the work for reprint requests. Type only the title and remove other obvious indications of author identity on the **second** title page.

STATEMENT OF ETHICAL PRACTICE

The author(s) should confirm ethical practice on their submission as follows:

I/we,..... the author/s of this article would like to confirm that I/we have observed the fundamental principles of ethical practice which include anonymity, confidentiality, informed consent, the right of participants to withdraw with no consequences, not inflicting any harm to participants, fair analysis and truthful reporting. Further, I/we commit to contributing to the development of knowledge, understanding and practice in the area of scholarship.

REFERENCING SYTLE

JES accepts manuscripts that use APA Referencing Style

Reference Citations in the Text

Single author: Use the author's last name and year.

(Barker, 2006) OR Barker (2006) showed that...

Two authors: Use both authors' last names, separated by an ampersand if in parentheses.

One view is that(Nkomo & Barker, 2006) OR In their study, Nkomo and Barker (2006) observe that

Three to five authors: Use all authors' names and year, the first time the reference occurs; in subsequent citations, include only the first author followed by "et al." and the year.

First citation: One view is that(Ceaser, Nkomo, & Peterson, 2010) OR Ceaser, Nkomo, and Peterson (2010) are of the view that ...

Subsequent citations: One view is that(Ceaser et al., 2002) OR Ceaser et al. (2002) are of the view that....

Six or more authors: Use only the first author followed by et al. and the year as illustrated above.

Direct quotes are to be used very sparingly. For quotes of fewer than 40 words, write them in the text and place quotation marks around the quoted statement. For quotes of 40 or more words, block the quoted text indented 1.3 spaces from both margins, without quotation marks. Give specific page numbers when directly quoting:

"quote" (Miele, 1993, p. 276) OR Miele (1993) found that "quote" (p. 276).

Listing of References

Order of entries: List all references in alphabetical order. Each reference is listed only once.

Authors: List the author's last name, followed by a comma and initials separated by periods

Journal article, personal author(s): Nkomo, A., & Barker, V. D. (2012). Teaching in the context of mixed race classroom settings. *Journal of Educational Studies*, 11(2), 137-153.

Book, personal author(s): Borrower, R. T., & Sikosana, J. (2013). *Leadership skills in education*. (2nd ed.). Cape Town: Oxford South Africa.

Book, editor(s); chapter has own author: Farber, T. J., Whistny, L. (2005). Education and change. In Langa, H. B., & Brown, S. (Eds.), *The education management handbook* (pp. 465-78). Cape Town: Oxford South Africa.

Newspaper article: Gundani, D. (2015, February 26). Schools in presidential success club come together to meet the presidency. *The Daily Times*

Electronic journal article: Mufumadi, S., Hamony, P. W., & Swadna, V. P. (2013). Gender factor on success in mathematics: A case study of urban schools. *Journal of Mathematics Education*, 14(3), 152-169. Retrieved on July 14, 2014, from: www.Mathematics.Articles.Database.